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Policies and Procedures Agenda 02/08/2011

APPROVED Minutes

Arlington School Committee
Policies and Procedures Subcommittee

February 8, 2011

The meeting was called to order by Judson Pierce, Chair, at 6:37 p.m.

In attendance

School Committee Members: Judson Pierce, Leba Heigham, Cindy Starks,
Administration: Dr. Kathleen Bodie, Diane Fisk Johnson

Approval of Minutes

The minutes were read from the January 19, 2011 meeting and approved unanimously on a Motion made by Ms. Starks and seconded by Ms. Heigham.

Public Participation

None.

Review of File KF-Room Booking

Ms. Starks and Dr. Bodie suggested that we have a high level policy but that the business office set the rates and specify the procedural part. Ms. Heigham suggested that the business office review the rates annually and when changes are deemed necessary to bring this to the attention of the School Committee. Ms. Johnson noted that in the last budget, as well as the proposed FY 12 budget, \$200,000.00 was budgeted for room rentals and that as of now we're more than ½ way there. It was offered by Ms. Starks that somewhere in the policy it should be stated that the use of school property requires the following of all school rules.

It was offered that any waivers go through the Superintendent or her designee rather than the School Committee and that any group filing for a waiver support its application with documentation. It was noted that the groups intending to rent space must comport with the mission of the APS. The Subcommittee discussed Needham, Winchester, Cambridge and Malden. Ms. Johnson suggested that custodians get paid by the group unless the custodian has absolutely no additional duties. The Subcommittee will continue to review other districts' policies. Dr. Bodie indicated that she would speak with

Town Counsel about our present policy. Ms. Starks offered that she would send the Subcommittee an email with the revisions we talked about.

Policy: CBI, CBI-E, Evaluation of Superintendent and Evaluation Instrument

Ms. Starks instructed the Chair to ask Attorney Valerio if Brookline and other communities are now being instructed to do

away with the Chair compiling the scores and that this could produce a very long meeting and what happens if Members wish to personally attack or slander the Superintendent. Ms. Heigham suggested that our present evaluation tool has been used to slander and not give meaningful and objective criticism. Ms. Starks liked the idea of maintaining a tool but to refine it and make it more streamlined. Ms. Heigham suggested that the Superintendent be allowed some time to compile pieces of evidence, reflections of her own year to give to the School Committee in advance of its evaluation

Dr. Bodie will talk with Scott of MASS to see what other communities are doing with respect to the evaluation process. The Subcommittee discussed moving up the time period in which to complete the evaluation process to conform with the Town Election cycle. The Subcommittee noted that it was awaiting further clarification from the Attorney General's Office, MASC, MASS, Town Counsel and/or labor counsel concerning the impact, and necessity of revisions, to our existing Policy as a result of the changes to the Open Meeting Law. Dr. Bodie indicated that she would contact Mike Long who is an attorney for M.A.S.S.

Ms. Starks suggested consolidating the factors in the instrument as it is unwieldy having to list dozens of 1-3's.

Future dates for meetings include Sunday March 6th at 9:30am, possibly at the Community Safety Building, to go over File CBI and CBI-E and March 8th from 4:30-6:00pm in the School Committee Room to go over File KF.

Motion to adjourn was made by Ms. Heigham at 7:15pm, seconded by Ms. Starks and was passed unanimously.